

## Alternative Education On-site Monitoring Visit Rubric

**Reviewer: Sue Foxx & Molly Chamberlin**

**Date: 11/26/07**

**Alternative Education Program: Deer Run**

**Contact Person: Bob Rohrbacher**

**School Corporation: East Allen County Schools (0255-3)**

**Phone: 260-446-0136**

Alternative Education Programs will be required to share documentation for each component during the site visit. If documentation is not available on-site, the alternative education contact person will be required to submit documentation to the IDOE within seven (7) days of site visit completion. Programs will be given an Unsatisfactory or Satisfactory for each component. Programs receiving an Unsatisfactory for any component will be required to address those issues in order to remain an approved program.

COMPONENT	DOCUMENTATION SUGGESTED	DOCUMENTATION PROVIDED	S	U	COMMENTS
Corporation and Community Support	-Board minutes -Letters of support -Joint agreements -Newspaper articles -Advisory Group list	Joint agreement through court with NWAC, SWAC, EACS, FWCS.	X		All students in the program are placed through a probation order and attend as an alternative to expulsion. Advisory Group includes Judge and county Superintendents.
Alternative Education Components	-Curriculum -Instructional Methods -Scheduling -Engagement strategies -ISP -Grant application	Thinking errors program. Ropes course visits Differentiated Instruction Probation Order/ISP Grant	X		Materials and teacher provided by each corporation for the content area they support. Recommended reviewing curriculum, books, and materials to insure they support the needs of the students since teachers from different systems are providing instruction. Programming is designed with behavioral interventions. Students participate in challenge education activities/ropes course to build teamwork and communication skills. ISP needs to include more specific goals and plan. Operate on a trimester schedule which offers more opportunities for credit.
Small positive learning environment for students/staff	-Staff & Student roster -Prof. development plan -School Improvement Plan -Advisor/Advisee programming Staff meeting agenda	Professional development plan by corporation. Staff Meetings	X		Small learning environment 1 teacher for 15 students. Counselor or assistant principal act as mentor when student transitions back to traditional school. Fishing program and fish fry with parents to build relationships. Community services such as counseling are provided through Allen Superior Court who conducts a risk and needs assessment. Social skills training provided.

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## On-site Observation Components

During the site visit, IDOE personnel will visit sessions to observe lessons being provided. IDOE reviewers will be looking to see that actual programming matches descriptions that were provided in the grant application; that students are spending an appropriate amount of time on task; that instruction is clear and understandable; and that instructors seem knowledgeable about lesson content and alternative strategies. Each program will receive a mark of “Satisfactory” (S) or “Unsatisfactory” (U) for each component. Programs receiving a “U” in any component will be required to address deficiencies.

COMPONENT	DATE	S	U	COMMENTS
Programming matches description in grant application.	11/27/07	X		Full day program for Grades 7-12. Students with serious behavior offenses and who are on probation may attend as an alternative to expulsion. Teacher in each core academic area directs instruction.
Students appear engaged.	11/27/07	X		Students appeared engaged in assignments and instruction. Very defined policies and procedures to minimize behavioral problems that might interfere with instruction. Passing procedures similar to detention center program.
Location supports a positive learning environment.	11/27/07	X		Program operates classrooms in the lower level at the Detention Center. Classrooms were bright and inviting. Materials available but limited technology and .
Teachers appear knowledgeable and caring.	11/27/07	X		Teachers were licensed in core content areas and had positive interactions with students.

## Compliance Components

The following information is rated “Compliance” (C) or “Non-Compliance” (N-C). Selected documentation must be provided as part of the site visit monitoring. The alternative education contact person listed for each program will be contacted about documents, policies, or descriptions that will be required for the compliance components. Documentation can be submitted prior to or at the visit. Failure to provide documentation will result in removal from the approved program list.

COMPONENT	SUGGESTED DOCUMENTATION	C	NC	COMMENTS
Policies & Procedures	-Student Handbook -Entrance/Exit Criteria	X		Handbook same as for MS. Full day schedule but will need to monitor 2 hour sessions as students transition out to science/social studies. Students are referred into the program based on academic challenges. The student and their parent discuss the placement with the principal. Entrance/Exit criteria is well defined so potential for student success is high.
Staff Qualifications and Employment by Corporation	-Licenses (Teacher, Administrator, Social Worker, Counselor) -Documentation from HR dept. -HQ document	X		Licensed teachers employed by different corporations in the joint program with additional teachers employed by the court.
Health and safety laws and regulations	-Safety plans and/or records -Physical location description and/or Department of Health documentation -Evacuation plans -Student release policies -Transportation policies (as applicable)	X		Safety plans and drills as part of the Detention Center. Students may drive to program, use public transportation, or school may transport the student depending on the corporation and situation
Financial viability	-Other Grants applied for/received -Description of how last alt ed distribution funds were spent -Description of corporation 1/3 match.	X		No outside grants at this time. Budget exceeds required match and allocated primarily to staff, technology, and materials.
2 Hour Session/ School Day	-School schedule	X		Full day program but as meet goals, students transition back for science and social studies. Offer programming for full school calendar of 180 days.

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Comments: This is a program operated with the court as an alternative to expulsion for students on probation. Participating schools agree to accept work and/or credits They are able to continue to get credits so students are not behind when they return.